



ACAC Grants Committee

Date: March 13, 2023

Time: 7:30 p.m.

Location: Town Hall Annex, first floor meeting room

Attendance (p=present, x=absent)

Kristin Bedard	p	Nancy Gray	p
Todd Brunel	p	Brian McMurray	p
Andrew Conway	p	Emily Reynolds	p

MINUTES

Administrative items

1. Vote on approval of past meeting minutes: 2/13/2023. Andrew moved approval, Kristin seconded. Unanimous approval.

Committee officer updates

2. Treasurer update: All but one 2023 grantee has submitted paperwork to receive their grant payment. Andrew will request confirmation from the town comptroller about which checks have been issued and cashed. We will follow up with grantees who haven't cashed their checks, and with the grantee who hasn't sent in the paperwork.
3. Secretary update: No updates.
4. Publicity update: Kristin and Todd will finalize the press release, with a quote from Brian. We can share in the ACAC newsletter, YourArlington (who can hopefully cross-post on the Arlington List). Kristin will update 2023 press release and draft Facebook posts.
5. ACAC Liaison update: ACAC Marketing Committee has been reestablished, and are interested in many of the same topics we are (communication, branding, logos). ACAC might be able to support the development of brand assets for use by our committee specifically, as well as the ACAC generally. Brian asked the ACAC about updating our page on their website. We can prepare a Google Doc with updates for them to implement, but focus on the press release first.

Grant cycle discussion

6. 2022 grant cycle discussion: Outstanding final reports from Belmont World Film Festival, Dallin Museum, ACAC, Friends of Magnolia Park.
7. 2023 grant cycle discussion:

Other business

8. Committee logo: Covered above.

9. Member handbook: Nancy asked Timothea Pham for new member resources. Timothea provided a list of helpful links.
10. New business: No new business.

The meeting was adjourned at 8:25pm. Emily moved, Kristin seconded, unanimous approval.

Submitted by Emily Reynolds, co-Chair/Secretary